

10.4.1

**MARK WEST UNION SCHOOL DISTRICT**  
**Minutes of the Regular BOARD OF TRUSTEES MEETING**  
**Tuesday, February 13, 2024**

The meeting was held at the District Office Learning Center  
305 Mark West Springs Rd.  
Santa Rosa, CA 95404

The meeting opened to the public at 5:00 P.M.

**1. CALL TO ORDER, ROLL CALL: 5:00 P.M.**

**Board Members**

Priscilla Jaworski-Quintanilla, President  
Sara Azat, Clerk  
Brian Burke  
Victor McKnight  
Aaron Smith

**Staff Members**

Dr. Rachel Valenzuela, Superintendent  
Renee Loeza, Chief Business Official  
Lisa Warne, Director of Instructional Services  
Michael Smith, Director of Maint/Operations/Tech  
Principals: Emily Todd, Kelli Osorio, Patrick Eagle,  
Michelle Franci  
Claire Raggio, District Communication Coordinator  
Alicia Mills, District Executive Assistant

**PUBLIC PARTICIPATION**

*At this time, members of the public may seek clarification about any item on the Closed Session agenda for as long as the item is under the jurisdiction of the Board. Comments shall be limited to three minutes per person for a total of 20 minutes. Any person interested in the following items on the agenda will be allowed an opportunity to address the Board at this time.*

**2. CLOSED SESSION: 4:00PM**

2.1 Public Employment (Resignations, Hirings, Leaves, Contracts, Reassignments, Layoffs)  
(Government Code 54957)

**3. STUDY SESSION**. No Study Session was held

**4. OPEN SESSION: PUBLIC MEETING: 5:00 P.M.**

4.1 The meeting will be called to order at 5:11P.M.

4.2 Pledge of Allegiance

4.3 Introductions

4.4 Approval of Agenda Order

On a motion by Trustee Burke, second by Trustee Azat, the Agenda Order was approved. Aye=5, Ney=0, Abstention=0, Absent=0

4.5 Report Out of Closed Session

There was no report out of Closed Session

**5. PRESENTATIONS/RECOGNITIONS**

7<sup>th</sup> Grade students from Mr. Carusone's class at Mark West Charter School presented their Samurai projects

**6. BOARD CORRESPONDENCE**

*(Board Correspondence is provided for the purpose of reviewing correspondence addressed to or received by the Board.)*

**7. BOARD COMMUNICATIONS/MATTERS**

*(Board Communications/Matters item is provided for the purpose of sharing school-related activities, school visitations, conferences attended, meetings scheduled. Board members may share any district related issues with other members of the Board and Staff. No formal Board of Education action will be taken.)*

7.1 Positive Certification Letter from the Sonoma County Office of Education: 2023-2024 First Interim Report

## **8. ADMINISTRATIVE REPORTS**

**8.1 Site Principals:** Emily Todd, John B. Riebli, Kelli Osorio, Mark West Elementary; Patrick Eagle, San Miguel; and Michelle Franci, Mark West Charter School, made a Joint Presentation addressing Achievement Data Points

**8.2 Director of Instructional Services/Lisa Warne:** Ms. Warne and Mrs. Loeza, CBO, presented a Mid Year Update to the Local Control Accountability Plan (LCAP) and the local control funding formula Budget Overview for Parents (BOP) for:

Mark West Union School District  
John B. Riebli Elementary  
San Miguel Elementary  
Mark West Charter School

Senate Bill 114 requires districts to present a report on the annual update to the LCAP and LCFF Budget Overview for Parents on or before February 28<sup>th</sup> at a regularly scheduled Board Meeting. The report shall include: all available midyear outcome data related to metrics identified in the current LCAP; and, all available mid-year expenditure and implementation data on all actions identified in the current LCAP.

### **8.3 Director of Maintenance/Operations/Tech/Michael Smith**

- The sites did well through the recent storm
- Leaks were detected in areas when leaks have never been present but that was not surprising given the winds
- Reopening of San Miguel without power was a process. Appreciations to Principal Eagle for jumping in and assisting wherever help was needed. Generators were used to bring the phone system and computers operational for the day until power was restored late in the day
- Students were energetic and productive; thought having no power was “cool”.

### **8.4 District Communications Coordinator/Claire Raggio**

- Mrs. Raggio was absent. Dr. Valenzuela presented her report in her absence

### **8.5 Superintendent/Dr. Rachel Valenzuela** – Dr. Valenzuela presented an oral report

- Dr. Valenzuela provided the Board with an update regarding 24/25 pre-enrollment TK/Kindergarten numbers
- School was closed this past Monday; a tough decision but several of the sites had no power following the storm. One of two calendared Emergency Days will be used to make up for this closure day
- Reopening San Miguel on Tuesday (which still had no power) was also a tough decision but, the right one in consideration of our students and families. Dr. Valenzuela spent most of Tuesday at San Miguel, checking on classrooms and providing support as needed. Coffee was also provided for staff.
- Superb work and accolades to Michael Smith and his team – they were remarkable!
- Dr. Valenzuela will begin the 24/25 TK/Kindergarten placements in late February – early March
- Dr. Valenzuela would love to have Board members accompany her on campus tours and classroom visits. She will work with Mrs. Mills in coordinating dates/times that might work with individual Board members.
- Dr. Valenzuela and Mrs. Raggio have been visiting local community partners; introducing themselves and building connections
- SRCS will hold a Special Board Meeting on February 21, 2024 at 5:30pm to discuss the Consolidation Report. Mrs. Mills will send Zoom link to the Board and our educational partners. Consolidation “opt out” can be approved by the local school Board

## **9. PUBLIC PARTICIPATION**

*At this time, members of the public may seek clarification about any item on the agenda or not on the agenda as long as the item is under the jurisdiction of the Board. Comments shall be limited to three minutes per person for a total of 20 minutes. Any person interested in the following items on the agenda will be allowed an opportunity to address the Board at the end of Board discussion on that item.*



**10. CONSENT AGENDA**

*The following items are considered routine and can be handled with one action since it is recommended that all items be approved unanimously. Board members may request that any item be discussed or moved to a future calendar.*

**10.1 PERSONNEL**

10.1.1 Consideration of Approval of all items on the Personnel Form

**10.2 BUSINESS**

10.2.1 Consideration of Approval of the Vendor Warrant Report

10.2.2 Consideration of Approval of the 2023-2024 Mark West Union School District Comprehensive Safety Plan and Signature Pages

10.2.3 Consideration of Approval of the 2023-2024 Certificated Seniority List

10.2.4 Consideration of Approval of the 2023-2024 Classified Seniority List

10.2.9 Consideration of Approval of the License Agreement between the Mark West Union School District and Document Tracking Services (DTS) March 15, 2024 – March 14, 2025

**10.3 CURRICULUM**

**10.4 MINUTES**

10.4.1 Consideration of Approval of the Minutes of the January 16, 2024 Regular Board Meeting

**10.5 FACILITIES**

**10.6 DONATIONS**

10.6.1 Consideration of Approval of a donation from Ali and Cecelia Pourghadir in the amount of \$100.00 for the Marimba Program

10.6.2 Consideration of Approval of a donation from Renew Day Spa/Tanya Restad in the amount of \$500.00 for the 6<sup>th</sup> grade class at San Miguel

On a motion by Trustee McKnight, second by Trustee Burke, Items 10.1 – 10.5 on the Consent Agenda were approved. Aye=5, Ney=0, Abstention=0, Absent=0

Trustee Azat read the donations (Item 10.6.1 and 10.6.2) and offered appreciation to the donors.

On a motion by Trustee Azat, second by Trustee Burke, Items 10.6.1 and 10.6.2 of the Consent Agenda were approved. Aye=5, Ney=0, Abstention=0, Absent=0

**11. ACTION ITEMS**

**11.1 BUSINESS**

11.1.1 Consideration of Approval of a vote for the 2023 CSBA Delegate Assembly Election for Subregion 3-A

On a motion by Trustee Azat, second by Trustee Burke, the Board selected Stephanie Manieri. Aye=5, Ney=0, Abstention=0, Absent=0.

**11.2 CURRICULUM**

**11.3 FACILITIES**

**11.4 BOARD POLICIES**

**11.5 ADMINISTRATION**

**11.5.1 Consideration of Approval of the First Amendment to the Superintendent’s Contract**

Trustee Jaworski-Quintanilla stated that the First Amendment to the Superintendent’s Employment Contract reflects an extension of term to June 30, 2026 without change in compensation.

On a motion by Trustee Azat, second by Trustee Burke, the First Amendment to the Superintendent’s Employment Contract was approved. Aye=5, Ney=0, Abstention=0, Absent=0

**12. EVALUATION OF THE BOARD MEETING**

The Board members may comment or request items pertaining to the Board meeting

**13. INFORMATIONAL ITEMS**

**13.1** Enrollment Report as of 2/8/2024 for Transitional Kindergarten and Kindergarten, 2024-2025 School Year

**13.2** Mark West Union School District Stimulus Funding Report

**13.3** Annual Required Financial Disclosures 2023-2024: Audited Financials year ending 6/30/2023, 2023-2024 Board Approved Budget, and Property Tax Information as required for Continuing Disclosures for sold G.O. Bonds on MSRB site.

**14. FUTURE MEETINGS**

The next Regular Board meeting will be held on Tuesday, March 5, 2024 – time TBA

**15. ADJOURNMENT 6:35pm**

**ADA Compliance**

In compliance with Government Code § 54954.2(a), the Mark West Union School District, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Acts of 1990 (42 U.S.C. § 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting, should contact Alicia Mills, District Executive Assistant, 707-524-2972.

Respectfully Submitted By:

Approved By:

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Dr. Rachel Valenzuela, Superintendent

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Sara Azat, Board Clerk